

# Activity Risk Assessment

Name of activity, event, and location	Pedal Racers & Rear Steers Hertfordshire Scout Activity Centres- Includes offsite/mobile activities	Date of risk assessment	October 2025	Name of person doing this risk assessment	Katy Pearce EM HCSC Reviewed by: Doug Stack ACM HCSC
		Date of next review	October 2026		

Hazard- what could go wrong?	Who is at risk?	Assessment of risk	Control measures in place	Remaining risk using control measures
Injury from collision with another kart	Participants	Medium	<ul style="list-style-type: none"> <li>Groups will be instructed to not deliberately collide with other users.</li> <li>The perimeter of kart track will be clearly identified and marked with tyres/ inflatable.</li> <li>Spectators must stay outside the track and not enter inside during racing.</li> <li>Supervising adult to instructor participants not to purposely collide with other karts.</li> <li>Participants to all go in the same direction on the track.</li> </ul>	Low
Impact with other i.e., spectators	All	Medium	<ul style="list-style-type: none"> <li>Instruct those not riding to remain in the safety enclosure/waiting zone.</li> </ul>	Low
Impact with stationary object	Participants	Medium	<ul style="list-style-type: none"> <li>Brief participants not to aim for stationary objects.</li> </ul>	Low
Manual handling	All	Medium	<ul style="list-style-type: none"> <li>All karts should be taken to and from the store cupboard on their wheels.</li> <li>If karts need to be lifted this must be done by 2 people following good manual handling techniques.</li> </ul>	Low
Injury from entanglement in the mechanism	Participants	Medium	<ul style="list-style-type: none"> <li>Guards are in place covering moving parts of the mechanism. If guard is not in place, kart should not be used.</li> <li>Routine visual inspections will be completed and signed off at the start of the day and before each session.</li> </ul>	Low
Injury from set up and take down (if using inflatable track)	Instructors	Medium	<ul style="list-style-type: none"> <li>Set up and take down must be done by trained staff members, as per manufacturers guidelines and in line with PIPA training.</li> </ul>	Low

# Activity Risk Assessment

Hazard- what could go wrong?	Who is at risk?	Assessment of risk	Control measures in place	Remaining risk using control measures
Sharp Objects (if using inflatable track)	Participants	Medium	<ul style="list-style-type: none"> <li>Supervising adults must ensure all participants remove any sharp objects/glasses before using the activity.</li> </ul>	Low
Anchorage of unit (if using inflatable track)	Participants, Leaders, Instructors	High	<ul style="list-style-type: none"> <li>Before inflating to anchor unit a wind anemometer must be used to check current wind speed. If over 24mph the unit will not be inflated. If winds are predicted to be over 24mph, winds will be closely monitored.</li> <li>Unit will be signed off for use when wind speeds are predicted to be under 24mph and anchorage checks complete.</li> <li>Unit to be anchored to the ground by means of 380mm x 16mm metal stakes, which will be near to the inflatable and level with the ground as to not cause a trip hazard.</li> </ul>	Low
Weather	Participants, Leaders, Instructors	Low	<ul style="list-style-type: none"> <li>Centre Management Team/Lead Instructors must check the weather at the start of the day and monitored throughout.</li> <li>Sessions must be stopped if wind speeds exceed 24mph, dependant on location.</li> <li>Sessions must be stopped immediately in thunder and lightning, and wait for 30 minutes after end of storm, before recommencing.</li> <li>Sessions to be cancelled in extreme hot or cold temperatures.</li> </ul>	Low
Uncontrolled groups of young people	Participants, Leaders, Instructors	Medium	<ul style="list-style-type: none"> <li>Keep all young people involved sitting down while not participating.</li> <li>Groups must be accompanied by a supervising adult.</li> <li>Group leader is responsible for managing the groups behaviour as stated in the booking terms and conditions.</li> </ul>	Low
Self-led sessions/ equipment	Participants, Leaders	Medium	<ul style="list-style-type: none"> <li>Group leader is responsible to ensure that those running the activity Self-led must have completed and signed a Self-Led Activity Registration Form for the activity.</li> <li>Supervising adult must be shown the activity area/activity equipment by centre staff before commencing the activity or been provided an alternative method.</li> <li>An additional competent adult should be present to supervise individuals that are not engaged on the activity.</li> </ul>	Low
Clients with additional abilities/pre- existing health issues	Participants, Leaders, Instructors	Medium	<ul style="list-style-type: none"> <li>Group leader must provide information about significant medical requirements and additional needs during the booking process. Instructors should discuss any needs with group leaders before the session is started.</li> <li>Lead instructors/management should review information and make any specific adaptations, determined with an individual risk assessment.</li> <li>Group leader is responsible for having access to essential medication i.e. inhalers.</li> </ul>	Low

# Activity Risk Assessment

Hazard- what could go wrong?	Who is at risk?	Assessment of risk	Control measures in place	Remaining risk using control measures
			<ul style="list-style-type: none"> <li>Participants with a history of injuries should be warned about the physical nature of taking part in this activity and have read the activity information before starting.</li> </ul>	
Novice participants	Participants, Leaders, Instructors	Medium	<ul style="list-style-type: none"> <li>Ratio of 1 supervising adult plus 1 competent adult per 15 participants.</li> <li>Safety briefing given at start of session to identify specific hazards and safety rules to follow and reinforced throughout.</li> </ul>	Low
Failure of equipment	Participants, Leaders, Instructors	Medium	<ul style="list-style-type: none"> <li>Monthly equipment checks are carried out.</li> <li>Routine visual inspections completed and signed for at the start of the day and before each session by the activities team.</li> <li>Before starting the activity an manometer reading must be used to check the air pressure and recorded if using the inflatable track.</li> <li>If the activity equipment has a defect during use, the activity must be stopped immediately until repairs are completed, safety checks carried out and verified so activity can recommence. This must be recorded appropriately.</li> </ul>	Low
Poorly maintained activity area	Participants, Leaders, Instructors	Medium	<ul style="list-style-type: none"> <li>Monthly activity area checks are carried out.</li> <li>Routine visual inspections completed and signed for at the start of the day and before each session by the activities team.</li> <li>If the activity area has a defect during use, the activity must be stopped immediately until repairs are completed, safety checks carried out and verified so activity can recommence. This must be recorded appropriately.</li> </ul>	Low
General Injury	Participants, Leaders, Instructors	Medium	<ul style="list-style-type: none"> <li>Groups are responsible for their own first aid. Groups must have someone adequately trained and have a suitable first aid kit.</li> <li>Additional first aid kit and defibrillator are available at reception/activity and key staff on duty to offer further support if required.</li> </ul>	Low